Amendments to the Claims

This listing of claims will replace all prior versions, and listings, of claims in the application:

Claims 1-2 (canceled).

3.   (Currently amended) A method to organize and track information such as things-to-do, comprising the steps of:

inputting information , such as a person or a company's name, telephone number, follow up dates, priority, and task number, into appropriate fields in a plurality of records in a database, wherein each of the records comprises follow-up date information, priority information, and a unique task number;

querying the database base on a desired field;

retrieving the records with fields that match the queried criteria;

sorting the retrieved records based on and in the order of the follow-up date, priority, and task number; and

presenting the sorted records for viewing;

wherein a person may make efficient critical decisions based on the information presented.

Claims 4-6 (canceled).

7.   (New) The method of claim 3, wherein when one of the plurality of records is deleted, the task numbers of the remaining records are not renumbered.

8.   (New) The method of claim 3, wherein when a new record is added to the database, the new record is assigned the next available task number.

9.   (New)   The method of claim 3, wherein the desired field is a follow-up date field, and wherein the queried criteria comprises a date earlier than the current date.

10.   (New) The method of claim 3, wherein the desired field is a follow-up date field, and wherein the queried criteria comprises follow-up dates between two specified dates.

11.   (New) The method of claim 3, wherein one or more records further comprises information selected from the group consisting of a person's name, a company's name, and a telephone number.

12.   (New) A program product for organizing and tracking information in a plurality of records in a database, wherein each of the records comprises follow-up date information, priority information, and a task number, said program product comprising instructions that, when executed:

   assign a unique task number to each record;

   query the database base on a desired field;

   retrieve the records with fields that match the queried criteria;

   sort the retrieved records in the order of the follow-up date, priority, and task number; and

   present the sorted records for viewing.

13.   (New) Computer readable media containing instructions for execution by a processor for the practice of a method for organizing and tracking information in a plurality of records in a database, wherein each of the records comprises follow-up date information, priority information, and a unique task number, the method having the steps of:

   assigning a unique task number to each record;

   querying the database base on a desired field;

   retrieving the records with fields that match the queried criteria;

   sorting the retrieved records in the order of the follow-up date, priority, and task number; and

   presenting the sorted records for viewing.